



Lunenburg Public Schools

Loxi Jo Calmes
Superintendent of Schools

SCHOOL COMMITTEE MEETING
Wednesday, November 17, 2010
Brooks House – 7:00 p.m.
Minutes

School Committee

David Reif, Chair – absent
Jason Poitras
Colleen Shapiro – absent
Donna White
Gregory Berthiaume

Superintendent

Loxi Jo Calmes

Recording Secretary

Mary Landi

Student Representative

Stephen Flaherty

Guests

Peter McCauliff, Eric Short
Timothy Santry, Susan Glenny
Elaine Blaisdell

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- * Call to Order – Mr. Poitras called the meeting to order at 6:59 p.m.
 - * Chairman's Report
 - * Review and Approve Minutes
 - October 20, 2010 Regular Session Minutes – Approved by Mr. Poitras.
 - October 20, 2010 Executive Session Minutes – Approved by Mr. Poitras.
 - November 3, 2010 Regular Session Minutes – Tabled to the next meeting.
 - * Review and Approve Warrants – Warrants were on the table for signatures.
 - * Superintendent's Report – Superintendent Calmes reported the following:
 - Parent/teacher conferences were held this afternoon. There is an online survey for parents to give feedback around the afternoon conference time.
 - The superintendent extended a thank you to everyone involved in bringing Rachel's Challenge to Lunenburg, including the LHS Student Council, PTO, students who fundraised, and School Linked Services.
 - The annual Tree Lighting ceremony will take place on December 1 at 6:00 p.m. with a bake sale sponsored by the LHS student council to follow at TCP. Hot chocolate will also be served. Proceeds from the bake sale will be donated to the Lunenburg food pantry.
 - Congratulations to Ms. Blaisdell for being selected to go to the 2010 Mass Leadership Seminar/Reunion.
 - There is a Capital Plan meeting scheduled for tomorrow morning.
 - * Student Report – Stephen Flaherty reported on the following:
 - The Rachel's Challenge presentation was well received. A group of students met after the presentation to work on leadership around continuing Rachel's challenge. The presentation prompted much self-reflection around how one treats others.
 - Today was a half day of school due to parent/teacher conferences.
 - There was a fundraiser last Tuesday at Pizzeria Uno's to help fund Rachel's Challenge. Hoping to have a holiday fundraiser with movie and desserts.
 - A Toys for Tots campaign is underway at the high school.
 - The powder puff football game will be held next Tuesday. On Wednesday the football team will play St. Bernard's in the annual Thanksgiving game.
 - * Public Comment – None.

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New Business

- a. Action - Overnight Trip Request, Hockey Team to Waterville Valley – Mr. Eric Short joined the committee to present a request for an overnight trip to Waterville Valley with the Ayer/Lunenburg hockey team. He reviewed the purpose of the trip as well as the history behind it. He also reviewed the itinerary for the weekend trip. The only cost to students is lunch on the way home and spending money. The Booster Club covers the cost of everything else. Superintendent Calmes recommended approval with thanks to the Booster Club and expressed her appreciation for the excellent work that the students do with the assistance of their coaches. Dr. Berthiaume moved and Ms. White seconded a motion to accept and approve the superintendent's recommendation. Vote: unanimous, 3-0.
- b. Discussion - FY12 Proposed Budget – Health Services – Ms. Susan Glenny joined the committee at the table. She reminded everyone that there would be a flu clinic at TCP on November 18 from 3:30 to 6:00 provided by Nashoba Boards of Health. Ms. Glenny reviewed her proposed FY12 budget, explaining any significant changes from this year's budget. Ms. Glenny reviewed her School Health Services Report including her goals and the BMI Data that was gathered last year. She also reported that AED equipment is now in each school. The equipment will be locked in cabinets. Superintendent Calmes thanked Ms. Glenny for her leadership as nurse coordinator for the Lunenburg Public Schools.
- c. First Reading New & Revised Health Policies – Ms. Glenny gave a brief review of the policies (Administration of Medications 5701.01; Automated External Defibrillator 5710; Comfort Care / Do Not Resuscitate Orders 5711; and Life Threatening Allergy Policy 5712). A discussion of the policies ensued. Dr. Berthiaume noted that there was language on page 2 of the Life Threatening Allergy policy that indicated "The following procedures..." when there were no procedures that followed. Superintendent Calmes replied that policy 5712 would be revised and brought back at the next meeting for a first reading. Dr. Berthiaume moved and Ms. White seconded a motion to waive the first reading on the health policies 5701.01, 5710, and 5711. Vote: unanimous, 3-0. Superintendent Calmes indicated the policies will be on the website for feedback.
- d. Discussion - FY12 Proposed Budget and SIP Update – THMS – Mr. Tim Santry joined the committee at the table to review the THMS proposed budget for FY12. He highlighted the lines where there was a significant change from last year and gave an explanation for each. The increase in the general school supplies is for whiteboards and easels. Mr. Santry next reviewed an update to the THMS School Improvement Plan. He discussed the extended learning day. Mr. Santry also talked about the after-school learning program, which involves providing students with two hours per week to get extra help with whatever the student might need. Currently 53 students are signed up for that. Mr. Santry is proposing a wireless mobile lab for the middle school. All grade levels are participating in the Circle of Success twice a week in the six-day cycle. Dr. Berthiaume asked if Ms. Karen Martin could speak to the school committee about trends in Student Growth Percentage and what we are doing to address the 7th grade math MCAS SGP number of 37. Mr. Santry spoke about staffing needs for next year; he is looking to restore some of the previous cuts.
- e. Discussion - FY12 Proposed Budget and Update – Special Education – Ms. Blaisdell joined the committee at the table. She gave an overview of her FY12 Proposed budget and highlighted the lines with significant increases or decreases and gave explanations for each. She is expecting circuit breaker to be at approximately 38 to 40 percent next year. Those funds are used for out-of-district placements. Ms. Blaisdell reminded everyone that we currently have a behavior specialist within district, which decreases our need for May Institute personnel. She is currently going for her BCBA. We may need to increase our teaching staff at the Achieve Program at the high school due to the age span of the students. We have applied for a waiver this year, but it will not be allowed to continue for two years.
- f. First Reading Anti-Bullying Plan and Policy – Superintendent Calmes gave an overview of the new Anti-Bullying and Harassment policy, which now addresses harassment, sexual harassment, hazing, bullying and cyber-bullying. There will be a lot of training for staff and students around this policy. Dr. Berthiaume moved and Ms. White seconded a motion to waive the first reading. Vote: unanimous. The Parent and Student Handbook Provision gives definitions to important wording. It provides much information for parents and students and will be included in handbooks. Superintendent Calmes recommended it be included in handbooks as we move forward. The comprehensive plan will be posted on the website for feedback from the community. Data will be reported monthly by the principals to the superintendent. We will be working with parents, community groups, staff members, and bus drivers; professional development will be offered to teachers. Policy is embedded in the plan.
- g. Action - Facility Use Rates – Extended Hours – Superintendent Calmes recommended setting the rate to be charged for the extra time groups are being allowed to use the facilities during the week at \$5.00 per hour, specifically for Jr. Basketball. Dr. Berthiaume moved and Ms. White seconded a motion to accept

the superintendent's recommendation. Vote: unanimous. Superintendent Calmes informed the committee that the local cable committee may want to rent out three offices at the Brooks House. The proposed rent is \$500 for the remainder of FY11.

h. Action - Donations

- Superintendent Calmes informed the committee that the Lourens family donated \$1,500 in their son Connor's memory. Dr. Berthiaume moved and Ms. White seconded a motion to accept the gift from the Connor Lourens Memorial Foundation. Vote: unanimous.
- Superintendent Calmes stated that the Lunenburg Youth Soccer Association would like to donate fertilizer and lime for the fields they play on, valued at \$250-\$300. Dr. Berthiaume moved and Ms. White seconded a motion to accept the gift from LYSA. Vote: unanimous.
- Mike's Mobile donated \$750.00 to LHS to be used for technology. Superintendent Calmes recommended acceptance of the donation. Dr. Berthiaume moved and Ms. White seconded a motion to accept the grant. Vote: unanimous.

* Old Business

* Public Comment

* Reports

- a. Advisory Committee
- b. Finance Committee
- c. School Councils
- d. PTO
- e. Policy Sub-Committee
- f. Capital Planning Committee
- g. Health Advisory Committee
- h. PAC/SAL
- i. Regional Planning Committee
- j. Rep. Benson's Advisory
- l. Other

* Continuing Projects/Estimated Date of Completion

* Items for Future Discussion

- Workshop Sessions
- Facilities Use Procedure
- Civic Engagement
- SGP

- * Executive Session – At 8:56 p.m. Dr. Berthiaume moved and Ms. White seconded a motion to enter into executive session, not to return to regular session, for the purpose of discussing strategy with respect to collective bargaining. Vote: unanimous, 3-0.

Roll Call

Mr. Poitras – yes

Dr. Berthiaume – yes

Ms. White – yes

- * Adjournment – The meeting adjourned at the close of executive session.

Respectfully Submitted,

Mary Landi
Recording Secretary

c/5/24/8/mel